

Sector ✓ #

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In Re the Application of:

HARTMAN et al.

Serial No.: 09/923,570

Filed: August 6, 2001

Atty. File No.: 3123-374

For: "METHOD AND APPARATUS FOR  
WRITING SPIRAL SERVO  
INFORMATION BY MODIFYING  
EXISTING SERVO TRACK  
WRITING EQUIPMENT"

) Group Art Unit: 2651  
)  
)  
) Examiner:

**RESPONST TO NOTICE TO FILE**  
**MISSING PARTS**

CERTIFICATE OF MAILING

I HEREBY CERTIFY THAT THIS CORRESPONDENCE IS  
BEING DEPOSITED WITH THE UNITED STATES POSTAL  
SERVICE AS FIRST CLASS MAIL IN AN ENVELOPE  
ADDRESSED TO ASSISTANT COMMISSIONER FOR  
PATENTS, WASHINGTON, DC 20231 ON THIS 2 DAY OF  
November, 2001.

SHERIDAN ROSS P.C.

BY: Chasity C. Rossum  
Chasity C. Rossum

**Box Missing Parts**

Assistant Commissioner for Patents  
Washington, D.C. 20231

Dear Sir:

In response to the Notice to File Missing Parts dated September 13, 2001, in connection with the above-identified application, enclosed herewith please find a Declaration and a General Power of Attorney. Also enclosed please find a check in the amount of \$130.00 for payment of the surcharge. A copy of the Notice to File Missing Parts is also enclosed. Please note that the Assignment documents have been submitted to the Assignment Branch under separate cover on this same date.

Respectfully submitted,

SHERIDAN ROSS P.C.

By:

Tejpal S. Hansra

Tejpal S. Hansra  
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1560 Broadway, Suite 1200  
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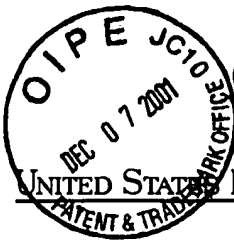
The PTO did not receive the following  
listed item(s) a Check for 130

but for \$ 370

Date: November 2, 2001

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130  
240  
370



UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS  
UNITED STATES PATENT AND TRADEMARK OFFICE  
WASHINGTON, D.C. 20231  
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APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/923,570	08/06/2001	Allen P. Hartman	3123-374

CONFIRMATION NO. 3113

## FORMALITIES LETTER



\*OC000000006550230\*

Tejpal S. Hansra, Esq.  
SHERIDAN ROSS P.C.  
Suite 1200  
1560 Broadway  
Denver, CO 80202-5141

Date Mailed: 09/13/2001

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

*Filing Date Granted*

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The oath or declaration is missing.  
*A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date, is required.*
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- **The balance due by applicant is \$ 130.**

*A copy of this notice MUST be returned with the reply.*

Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE

SEP12/2001 09:00:00 00000121 09523570

09/12/2001 120.00 SP

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